

Element Performance Inspection (EPI) Data Collection Tool

3.1.10 Lower Landing Minimums (LLM) (OP)

ELEMENT SUMMARY INFORMATION

Purpose of this Element (certificate holder's responsibility):

- To safely land the aircraft at the specified Lower Landing Minimums (LLM) as authorized in the certificate holder's operations specifications and the Federal Aviation Regulations.

Objective (FAA oversight):

- To determine the effectiveness of the certificate holder's procedures in meeting the desired output of the process.
- To determine if the certificate holder follows its procedures, controls, process measurements, and interfaces for the Lower Landing Minimums (LLM) process.
- To determine if there were any changes in the personnel identified by the certificate holder as having responsibility and/or authority for the Lower Landing Minimums (LLM) process.

Specific Instructions:

- To accomplish this EPI, the inspector should be familiar with the certificate holder's landing minimums authorizations.

Related EPIs:

- 1.1.2 Appropriate Operational Equipment (AW)
- 3.2.1 Dispatch / Flight Release (OP)
- 3.2.3 MEL / CDL Procedures (OP)
- 4.3.1 Pilot Operating Limitations / Recent Experience (OP)
- 4.3.2 Appropriate Airmen / Crewmember Checks and Qualifications (OP)
- 5.1.6 Use of Approved Areas, Routes and Airports (OP)

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirements (SRRs):

- SRRs:
 - 119.43(b)
 - 119.43(b)(1)
 - 119.43(b)(2)
 - 119.43(c)
 - 121.135(a)(1)
 - 121.135(b)(1)
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 121.579(b)
 - 121.579(b)(1)
 - 121.579(b)(2)
 - 91.189(g)
 - C.059
 - C.060

Related CFRs & FAA Policy/Guidance:

- Related CFRs:
Intentionally left blank
- FAA Policy/Guidance:
Advisory Circular 120-28D
Advisory Circular 120-29A
HBAT 05-02A

EPI SECTION 1 - PERFORMANCE OBSERVABLES

Objective: (FAA oversight responsibility): The tasks and questions in this section of the data collection tool (DCT) are designed to assist the inspector in determining if the certificate holder follows its written procedures and controls and meets the established performance measures of the process. To accomplish this, questions have been generated to test both the outputs of the process as well as the process itself. Question 1 and its following subquestions are directed at the output(s) of the process, whereas questions 2-6, when answered, should be directed at the process itself.

Tasks

	To meet this objective, the inspector must accomplish the following tasks:
1.	Review the information listed in the Supplemental Information section of this DCT.
2.	Review the policies, procedures, instructions, and information for the Lower Landing Minimums (LLM) process contained in the certificate holder's manual.
3.	Review the last accomplished associated safety attribute inspection (SAI) for this element with emphasis on the controls, process measurements, and interface attribute section responses.
4.	Observe the Lower Landing Minimums (LLM) process to gain an understanding of the procedures, instructions, and information contained in the certificate holder's manual.
5.	Discuss the Lower Landing Minimums (LLM) process with the personnel (other than management) who perform the duties and responsibilities required by the process.

Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Determine whether the following performance measures were met:	
1.1	Did the flightcrew conduct a thorough CAT II/III approach review before conducting the approach?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.2	Were high minimum captains who are dispatched into potential lower minimum approach weather conditions given the proper restrictions? <i>Related Performance JTIs:</i> 1. Check at the aircraft cockpit to ensure that no pilot in command utilizes CAT II minimums while they are subject to the higher minimums requirement of this regulation. <i>Sources:</i> 121.135(b)(1); 121.652(c)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3	Did the flightcrew follow company procedures for LLM approaches based upon available operating equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.	Were the certificate holder's policies, procedures, instructions, and information, contained in its manual, for the Lower Landing Minimums (LLM) process followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.	Were the Lower Landing Minimums (LLM) process controls followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4.	Did the records for the Lower Landing Minimums (LLM) process comply with the instructions provided in the certificate holder's manual?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.	Were the process measurements for the Lower Landing Minimums (LLM) process effective in identifying problems or potential problems and providing corrective action for them?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

6.	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions, and information that are related to this element?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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EPI SECTION 1 - PERFORMANCE OBSERVABLES Drop-Down Menu	
1.	Personnel.
2.	Tools and Equipment.
3.	Technical Data.
4.	Procedures, policies or instructions or information.
5.	Materials.
6.	Facilities.
7.	Controls.
8.	Process Measures.
9.	Interfaces.
10.	Desired Outcome.
11.	Other.

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES	
<p>Objective: The questions in this section address the responsibility authority of the process. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified, and knowledgeable person who is responsible for the process, is answerable for the quality of the process, and has the authority to establish and modify the process. (The person with the authority may or may not be the person with the responsibility.)</p>	
Tasks	
	To meet this objective, the inspector must accomplish the following tasks:
	NOTE: If no personnel or major program changes (as defined by the principal inspector (PI)) affecting the responsibility or authority attributes for this element have occurred since the last SAI and/or EPI was accomplished, then do not perform tasks 3-6. Answer questions 1 & 2, below, and provide the name/title.
1.	Identify the person who has overall responsibility for the Lower Landing Minimums (LLM) process.
2.	Identify the person who has overall authority for the Lower Landing Minimums (LLM) process.
3.	Review the duties and responsibilities for the person(s) who manage the Lower Landing Minimums (LLM) process documented in the certificate holder's manual.
4.	Review the appropriate organizational chart.
5.	Discuss the Lower Landing Minimums (LLM) process with the management personnel identified in Tasks 1 and 2.
6.	Evaluate the qualifications and work experience of the management personnel identified in Tasks 1 and 2.

Questions		
	To meet this objective, the inspector must answer the following questions:	
1.	Is there a clearly identified person who is responsible for the quality of the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
2.	Is there a clearly identified person who has authority to establish and modify the certificate holder's policies, procedures, instructions, and information for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
3.	Does the responsible person know that he/she has responsibility for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
4.	Does the person with authority know that he/she has authority for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
5.	Does the person with responsibility for the Lower Landing Minimums (LLM) process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
6.	Does the person with authority to establish and modify the Lower Landing Minimums (LLM) process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change

7.	Does the person with responsibility understand the controls, process measurements, and interfaces associated with the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
8.	Does the person with authority understand the controls, process measurements, and interfaces associated with the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
9.	Does the responsible person know who has authority to establish and modify the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
10.	Does the individual with authority know who has the responsibility for the Lower Landing Minimums (LLM) process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES	
Drop-Down Menu	
1.	Assignment of responsibility.
2.	Assignment of authority.
3.	Does not understand procedures, policies or instructions and information.
4.	Does not understand controls.
5.	Does not understand process measurements.
6.	Does not understand interfaces.
7.	Span of control.
8.	Position vacant.
9.	Other.